

DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

☐ New ☐ OTR ☐ Sole Source ☒ Bid Waiver ☐ Emergency Previous Contract/Project No.
Contract BW7940-5/11-5

☐ Re-Bid ☐ Other LIVING WAGE APPLIES: ☐ YES ☒ NO

Requisition No. /Project No.: RQFN1200006 TERM OF CONTRACT 4 YEAR(S) WITH 3 YEAR(S) OTR

Requisition /Project Title: AdvantEdge Collections Software System Maintenance and Support Services

Description: Maintenance and Support Services for the existing AdvantEdge Collections Software System

Issuing Department: ISD Contact Person: Dakota Thompson Phone: 305-375-2356

Estimate Cost: \$81,085 GENERAL FEDERAL OTHER

Funding Source: Proprietary Funds

ANALYSIS

Commodity Codes: 920-45			
Contract/Project History of previous purchases three (3) years Check here <input type="checkbox"/> if this is a new contract/purchase with no previous history.			
	<u>EXISTING</u>	<u>2ND YEAR</u>	<u>3RD YEAR</u>
Contractor:	Accelerated Data Systems, Inc.		
Small Business Enterprise:			
Contract Value:	\$81,085.00	\$	\$

Comments:

Continued on another page (s): ☐ YES ☒ NO

RECOMMENDATIONS

	Set-aside	Sub-contractor goal	Bid preference	Selection factor
SBE				

Basis of recommendation:

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Signed: Dakota Thompson, CPPB	Date sent to SBD: 03/29/12
	Date returned to DPM:

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Justification/Input Document for "Bid Waiver"

Title: Accelerated Dayta Systems (ADS) Software Maintenance Agre

ITB #

It is the policy of Miami-Dade County, to consistently purchase goods and services using full and open competition. The citizens of Miami-Dade County are best served when we make sound business decisions based on competitive bids or proposals. Early acquisition planning that includes DPM can help to avoid delays and to facilitate effective market research. However, there may be instances when other than full and open competition may be justified. When a user department(s) determines that other than full and open competition is necessary or in the best interest of the County, appropriate justification for that course of action must be submitted to the IT Unit for approval and execution in order to waive the competitive bid/proposal process for information technology purchases.

Please provide the information requested below to support the need and feasibility for waiving the competitive bid/proposal process.

Purchase Requisition No. RFEN1200006 Contract #: BW7940-5/11 Date Required: Jun-12 Est. Value: 20,884 /yr x 4

Proposed Vendor: ADS Previous Contract #: SS2944-6/11-6 Estimated Cost: 25,000/yr x 5 Comm. #: BCC Date:

1. Purpose of the purchase: Please describe your minimum requirements, and the benefits of making the acquisition.

This is a software maintenance contract to continue the licensed use and maintenance of our Credit and Collection System Software that we installed over 7 years ago from ADS. The vendor owned software automates the placement of individual un-paid debts from County Departments (over 1 million debts placed in database so far) with information of debtor allowing collection efforts such as mailings and telephone calls. The system also allows for recording payments, departmental customer distributions, and monthly reporting. Collection activity has produced over \$5 million dollars of revenue annually to the County and is of critical importance to continue the maintenance of this software.

2. Best interest of the County: Please give a detailed description with a waiver of formal bidding in the county's best interest (e.g. product standardization, compatibility, proprietary, access or distribution, etc.). Please note that a lack of advance planning is not an acceptable justification for a bid waiver.

The ADS software is a proprietary product used by many collection agencies exclusively maintained by ADS. The maintenance of the software, includes user licenses, problem solving, and a limited amounts of customization of programming. It is vital to maintain this contract without interruption. The effort to install the software and its periodic upgrades and to customize in order to make it compatible with our phone systems, adapt for the transferability of data from and to our Departments and Jackson Memorial Hospital, produce custom reports, and to train our users (staff of 26+) and our IT support technicians and programmers has been an immense effort totaling hundreds, if not thousands of man-hours over the last 7 years. This effort does not need to be repeated with a new system at this particular time, nor in the near future. Our existing collection system software works well and meets our needs. Furthermore, there are no assurances that any other software, whether purchased or built in-house, would be more useful.

3. Market Research: Please describe your market research and the results thereof. This should include a description of other similar sources or products available in the market, if any, and why they are not acceptable.

Installation/customization completed. We need only continue a maintenance agreement for the existing system.

Vendor name	Product Name	Web address	MS- SQL	License-25users	Maintenance 25 users/yr	Cost of 1 per support/hr	Hours to customize	Phone
ADS	Advantage	www.acceleratedata.com	yes	\$	19,381	included	-	303 706 1101
ICCO	CollectPlus	www.collectplus.com	yes	\$	24,663	9,555	unknown	954 265 2626
Comtech Systems	Debmater	www.comtechsystems.com	yes	\$	35,000	8,184	unknown	800 414 2814
Comtech Systems Inc	Collect	www.collect.org	no	unknown	\$	19,050	only 1 yr	unknown
								800 661 6722

4. Proposed Actions: Please describe the actions the department will take to overcome the present barriers to competition prior to any future acquisitions of this product or service.

Barrier to competition is system installation and customization time. We do not need a new product/system. We plan on continuing to maintain the software for automated processing of collection activities and payments by the Credit and Collection Section of the Tax Collector's Office.

Cristina MeKin 786-469-2807
 Contact Person and Phone #
 Department Director's Approval
 Date Approved

Justification Continued

Collection Software
 SFN11200006 - Maintenance Support Services

- Request for replacement term contract for insurance to provide the ability to pay
 for required maintenance support services.

FOR DPM USE ONLY

Department(s)	Allocation(s)	Negotiation Date:	Term of Contract:	OTR:
Finance	\$8,085 (4 years)	7/5/14	4 yrs	3 One-year OTR
Vendor:	Accelerated Data Systems Inc.			
Insurance Type:	N/A	Certificate of Competency:	N/A	
Performance/Payment Bond:	N/A			

If this action consolidates any other contracts please list them here:

Contracting Officer: *[Signature]* Date: 3/19/12
 Technical Services Director: *[Signature]* Date: 3/23/12
 Manager: *[Signature]* Date: 4/23/12
 Director/DPM: *[Signature]* Date: 4/23/12

Team 2
NON-COMPETITIVE REVIEW SUMMARY

Requisition: FN1200006

Type of Non-Competitive Request: Bid Waiver

Committee/Committee Date: N/A

Projected BCC Date: (If applicable) N/A
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<p>Purpose of the Acquisition:</p>

<p>The purpose of this acquisition is to establish a replacement term contract for the Miami-Dade Finance Department to procure the annual software, maintenance and Support Services, provided by Accelerated Data Systems, Inc, for the existing collections software.</p>
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<p>Recommended Action:</p>

<p>Proceed with establishing a Bid Waiver contract to provide Finance with the ability to pay for annual software maintenance and support services for the existing AdvantEdge Collection Software utilized by the Miami-Dade Finance Department for debt collections.</p>
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<p>Term of Contract: Initial four year term, with three one-year options to renew (OTR).</p>

<p>Contract Amount: \$81,085 for initial four year term</p>
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<p>Estimated Cumulative Value: \$148,510.68 should all available OTR terms be exercised</p>
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Background:

The Miami-Dade Finance Department (FN) is requesting a term contract be established for the purchase of annual software maintenance and technical support services for the existing AdvantEdge Collection Software System (System), provided by Accelerated Data Systems, (ADS) Inc.

The System is utilized by the Credit and Collections Section of the Finance Department to recover monies owed to various County Agencies. The original purchase was acquired through a competitive (RFP) solicitation process in 2003 and awarded to Accelerated Data Systems, Inc. The AdvantEdge software was developed and customized specifically to meet the needs of Miami-Dade County for tracking credit and debt collections.

Upon the expiration of the initial contract, a Bid Waiver was established in 2006 for a one year term with five additional options to renew periods. The incumbent vendor, ADS was awarded the contract to provide the continued maintenance and technical

support services. The current contract is in the final OTR period, which expires 6/30/2012, and requires a replacement agreement be established for continuity of services.

Market Research:

Several companies were identified that can provide similar products, such as: Latitude Software, Comtronic Systems, Database Systems Corporation and DAKCS Software Systems, Inc. None of the firms identified are authorized to provide the ongoing maintenance and support services for the existing AdvantEdge collection software systems. Additionally, ADS does not have any resellers available to provide these services.

Recommendation:

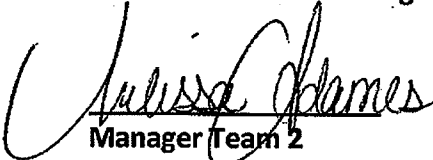
Accelerated Data Systems, Inc. is the proprietary owner and developer of this software. ADS is the sole provider of the required maintenance and support services. Miami-Dade County has invested \$271,021 into this system, and ADS has agreed to a 3% annual increase instead of 5%; a total savings of \$9,300. It would not be economically feasible to replace this software system at this time. It is recommended that this request be approved as a bid waiver to provide Finance with the ability to pay for required maintenance support services.

Dakota Thompson, CPPB

Procurement Contracting Officer 1

03/21/2012

Date


Manager Team 2

3/23/12